
***TECHNICAL PROFESSIONAL CAREER
DEVELOPMENT
PROGRAM IMPLEMENTATION PLAN***



**U.S. Department of Energy
Washington, D.C. 20585**

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Technical Professional Career Development Program Implementation Plan

Introduction

This Implementation Plan identifies the programmatic activities that must be completed to fully implement the Technical Professional Career Development Program. Some of these activities are already underway as part of other plans, and some are not. When these activities are complete, the programmatic requirements for implementing the Technical Professional Career Development Program will all be in place.

The TPCDP and associated Implementation Plan calls for numerous specific actions related to establishing an intern program as an entry pipeline for new talent, developing talent through establishing training and development programs, and developing or strengthening the processes for defining, tracking and measuring knowledge, skills, and qualifications of employees. There are currently department-wide corporate programs that exist or are in the process of being established that will either meet, or partially meet, the goals the TPCDP is striving to achieve. In order to avoid unnecessary duplication of programs, the TPCDP will utilize those corporate programs where they exist. The TPCDP will also transition to applicable future corporate programs that come on-line where they do not now currently exist.

Recruitment and Hiring

Action – The Federal Technical Capability Panel (FTCP) is pursuing an action to re-establish the corporate Technical Leadership Development Program (TLDP – technical intern program) and institutionalize it through commitments to funding and recruitment for classes on an annual basis. (This should not impact the ongoing NNSA Future Leaders Program.)

Status: This effort is in the early stages of activity. An analysis of other intern programs (including previous programs in DOE) has been issued, with recommendations to ensure the success of a future program. Due to the current budget cycle limitations, if the program is started, it will not be until September 2008.

Recommendation: Fully implement this action as identified in the FTCP Corrective Action Plan (CAP).

Responsibility: As per the FTCP CAP

Due Date: As per the FTCP CAP

Technical Base

Action – *To ensure consistent and rigorous application of the Technical Qualification Program (TQP), the FTCP is establishing a corporate accreditation process based on the Institute of Nuclear Power Operation (INPO)TQP model.*

Status: This effort is underway in accordance with the schedule included in the FTCP Corrective Action Plan. The first accreditation “pilot” is to occur by June 2006, with the other organizations following in the next 18 months to 2 years.

Recommendation: Fully implement this action as identified in the FTCP CAP.

Responsibility: As per the FTCP CAP

Due Date: As per the FTCP CAP

Action – *The FTCP is identifying Departmental Champions for the core science and engineering functional area qualification programs and will develop a schedule to prioritize, review, and upgrade, as appropriate, these functional area qualification programs to ensure they contain appropriate and adequate qualification and re-qualification requirements.*

Status: Departmental Champions have been identified for 13 functional area qualification programs.

Recommendation: In addition to implementing this action as identified in the FTCP CAP, emphasis should be placed on the inclusion of “practical factors” in the qualification standards.

Responsibility: As per the FTCP CAP (with emphasis from FTCP Chair to include “practical factors” in the qualification standards).

Due Date: As per the FTCP CAP

Action – *Provide additional guidance and infrastructure to support the evaluation of previous education, training, and experience of individuals entering the Technical Qualification Program (TQP) to support the granting of equivalencies in a consistent and rigorous manner.*

Status: The NNSA Service Center TQP administrator is developing examination banks for several Frequently Asked Questions

(FAQS), including the General Technical Base Qualification Standard and the Senior Technical Safety Manager (STSM) FAQS. This may serve as a tool to support this initiative.

Recommendation: Develop examination banks and other evaluation guidance to support the granting of equivalencies. Start with the General Technical Base, then STSM, and then the core science and engineering Functional Area Qualification Standards.

Responsibility: Chair, Federal Technical Capability Panel

Due Date: October 2007

Professional Base

Action – Establish, develop and implement the Professional and Leadership Development curriculum for the Professional Base. The curriculum will build on the Leadership Development Institute that is currently offered by the National Training Center (NTC). The identification of the curriculum, as well as the requirement to complete it, must be institutionalized in Departmental Directives.

Status: This training has not yet been developed. However the curriculum could build upon the Leadership Development Institute curriculum that is currently offered by the NTC.

Recommendation: Senior management in the Department should endorse this recommendation and the NTC should take the lead on finalizing the curriculum and providing the training. The FTCP should review and concur with the curriculum.

Responsibility: National Training Center

Due Date: September 2006

Action - *The FTCP has several initiatives underway to upgrade the Senior Technical Safety Manager (STSM) training and qualification effort. These initiatives include the following: updating the STSM qualification standard; The National Training Center (NTC) developing and providing training to support STSM qualification; developing a more rigorous and consistent qualification process for STSMs across the Department (including written and oral boards); and establishing a 5-year re-qualification requirement for STSMs.*

Status: This initiative is currently underway and the status is being updated monthly on the FTCP conference calls.

Recommendation: Fully implement the items identified above as part of this initiative.

Responsibility: Chair, Federal Technical Capability Panel

Due Date: December 2006

Management Base

Action – *Formalize the Nuclear Executive Leadership Training (NELT) program to ensure it is institutionalized in the Department.*

Status: The requirement for senior managers to complete NELT has been documented in memoranda and letters in the Department, but the requirement is not included in any directives.

Recommendation: Update the *Federal Technical Capability Manual* (or similar directive) to include the requirement for senior managers to complete NELT. The directive should also address the periodicity of the training and the responsibility for maintaining and delivering the training.

Responsibility: Chair, Federal Technical Capability Panel

Due Date: December 2006

Action – *Develop a companion refresher workshop for Nuclear Executive Leadership Training (NELT) to provide periodic training for those senior managers that have completed NELT.*

Status: This is a new initiative and no action has been taken.

Recommendation: Develop and implement a 2-day refresher workshop for NELT graduates. The workshop would be conducted annually. NELT graduates would be required to attend a workshop once every 2 years for as long as they are in senior management positions related to defense nuclear facilities.

Responsibility: Deputy Assistant Secretary for Facility Safety (EH-2)

Due Date: May 2007

Institutionalization

Action – *Formalize and institutionalize the Technical Professional Career Development Program (TPCDP) through the Directives process.*

Status: Some of the elements of the program described in this document are defined in the *Federal Technical Capability Program Manual* (DOE M 426.1) but many are not.

Recommendation: Once the TPCDP is endorsed by senior management, the *Federal Technical Capability Program Manual* (DOE M 426.1) should be revised to reflect the program requirements.

Responsibility: Chair, Federal Technical Capability Panel

Due Date: December 2006